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APRIL 10, 2023

NOTICE OF HEARING

MARTY MANSFIELD

for the

STATE CIVIL SERVICE COMMISSION

**PINECREST DEVELOPMENTAL CENTER
CONFERENCE CENTER (1ST BUILDING ON THE RIGHT)
100 PINECREST DRIVE
PINEVILLE, LA 71360
318.641.2172 or
318.641.2003**

FRIDAY, May 19, 2023

09:00 AM Public hearing on the appeal of **DEJA DIXON VS. LDH - CENTRAL LOUISIANA SUPPORTS & SERVICES CENTER, Docket No. S 18775.**
Aaron Green is representing the employee and William F. Coco is representing the agency.

Instructions: Subpoenas are issued in accordance with Civil Service Rule 13.21. The request for subpoenas shall contain: 1) the names of the witnesses; 2.) the street addresses where the witnesses can be served (if a formal subpoena) or the agency where the witness is employed, if a state employee; and 3) a brief statement of what is intended to be proved by each witness.

In your subpoena request please list all State employees by agency, and then list all formal requests by name and address where the person may be served.

A continuance (postponement) of the hearing will only be granted based on a **written motion and accompanying order, with documents attached supporting the reason you are requesting a continuance.** It will only be granted for compelling cause or to serve the ends of justice. Obtaining an attorney at the last minute is not good cause. If you are given a continuance and your appeal is ultimately granted, the Commission or the Referee may deny you any compensation for that portion of time lost by reason of the continuance. See Rule 13.18. We accept all filings by fax to 225-342-8058 and by email to dscs.appeals@la.gov

NOTE: WE ASK THAT ALL EXHIBITS BE SUBMITTED ON A THUMB DRIVE.

NOTE: Equipment is available for viewing video recordings in the Claiborne hearing room. Please give the court at least 2 weeks' notice before the hearing, if there are any video exhibits that need to be shown at the hearing.

Please note that any person attending or participating in a Civil Service Hearing **MUST** comply with Covid-19, prevention guidelines of the agency, the building where the hearing will be conducted, or State Civil Service.